

**TOWN OF CHARLESTOWN**  
**PERMIT FOR THE USE OF PATCH PARK**  
**FOR PRIVATE FUNCTION OR GATHERING**

Name of User: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Use: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Nature of Event: \_\_\_\_\_

Estimated Number of Persons Attending: \_\_\_\_\_

**Service, possession or consumption of alcoholic beverages is prohibited in Patch Park at all times.**

1. It is understood that Patch Park is closed to the public at 9:00 PM each evening. The premises shall be cleaned, secured and vacated by that time. No overnight camping is allowed.
2. The user shall be responsible for the removal all personal belongings and all waste generated at the event from the premises prior to the closing of the facility unless arrangements are made in advance for removal at a later time. The facility shall be left clean and all trash shall be removed by the user. Failure to do so shall result in a billing for cleaning services.
3. Any damage to the park or its facilities including buildings, equipment, landscaping or other amenities shall be the responsibility of the user and the cost of repairing any such damage shall be reimbursed by the user.
4. All persons or groups using the facility shall be responsible for the security of their own possessions and equipment.
5. There is no fee for the use of the park; however a security deposit of \$\_\_\_\_\_ shall be posted prior to the event. If the facility is left in a clean and orderly condition the deposit shall be refunded in full. The cost of any cleaning, damage repair, trash removal or other expenses to the Town resulting from use of the park shall be deducted from the deposit and any such costs in excess of the posted security deposit shall be promptly reimbursed by the user.
6. No admission fee may be charged for the event and the park shall remain open to the public at all times during the event. No commercial activity including the sale of merchandise, goods or services shall be conducted on the premises at any time.

*(See Reverse)*

7. Parking of vehicles shall be in designated parking areas only. No vehicles shall be parked on the athletic fields and no overflow parking shall be permitted on adjacent Town streets.
8. No alcohol shall be served, possessed or consumed on the premises.
9. The user agrees at all times to indemnify and hold harmless to the fullest extent allowed by law the Town of Charlestown, its officers, employees, elected officials, representatives and agents for any and all claims, damages, bodily injury, losses and expenses, including reasonable attorney's fees and legal costs, arising from the use of the facility. Further, the user shall be liable for any and all costs incurred by the Town, including attorney's fees, should it be necessary to take legal action to enforce any provision of this permit.
10. Additional Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the foregoing terms and conditions for the use of Patch Park and agree to be bound thereby. I further agree to take full responsibility for assuring that all such terms and conditions are fully adhered to throughout the course of the event.

\_\_\_\_\_  
Signature of User

\_\_\_\_\_  
Date

\*\*\*\*\*  
*For Town Use Only –*

APPROVED BY: \_\_\_\_\_

Authorized Representative – Town of Charlestown

\_\_\_\_\_  
Date

Deposit Received \_\_\_\_\_  
Date

Deposit Refunded \_\_\_\_\_  
Date

Deposit Amount Retained: \_\_\_\_\_ Reason: \_\_\_\_\_

\_\_\_\_\_  
**The Town of Charlestown reserves the right to revoke this Permit for any reason within its discretion with appropriate notice to the user.**